

Big Lost River Irrigation District

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June 27, 2018

James Cefalo
Idaho Department of Water Resources
900 N. Skyline Drive, Suite A
Idaho Falls ID 83402

RECEIVED

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Department of Water Resources
Eastern Region

Dear Mr. Cefalo:

Lucas Yockey has been hired as BLRID General Manager as of June 6, 2018. The following scope of work has been approved by the BLRID Board of Directors at a Special Board meeting held on June 27, 2018.

1. Manage storage water, regulation and distribution of District's irrigation water

- a. Review and determine the amount of water to add or remove from the dam every day and make adjustments accordingly
- b. Monitor the PivoTrac recorders on each canal or ditch daily.
- c. Meet with farmers and suggest improvements in the delivery of water.
- d. Account for distribution of storage water.

2. Board of Directors/Meetings

- a. Meet with the board of directors at least once a month or sooner, if required.
- b. Keep board chairman informed of any crucial problems or events.
- c. Interface with the public on any irrigation question.

3. Personnel

- a. Provide direction for the ditch riders and communicate with them every day

4. Operation and Maintenance

- a. Determine what and where maintenance is required each year.
- b. Determine where and what work needs to be completed in which canal.

5. Office

- a. Fill out daily canal summary spreadsheet every day during the irrigation season from the ditchrider logs.
- b. Fill out reservoir spreadsheet and graph the results on the yearly chart
- c. Review all ditch rider logs
- d. Write letters for patrons to insurance companies on water status at their property for insurance adjustments on their crops.
- e. Answer and return phone calls in a timely manner.
- f. Help office manager whenever assistance is needed.

Sincerely,

Byron Pehrson

Byron Pehrson
BLRID Board Chairman